



Bureau of Alcoholic Beverages  
**Division of Liquor Licensing & Enforcement**  
164 State House Station  
Augusta, ME 04330-0164  
Tel: (207) 624-7220 Fax: (207) 387-3424

**Off Premise Retailer Disclosure of Lessee on the Premise**

I, \_\_\_\_\_ d/b/a \_\_\_\_\_  
(Name) (Premise Name)

in \_\_\_\_\_, Maine, hereby advise that the Division of a lessee  
conducting business on my licensed premise and has not been disclosed as an applicant for this license:

**Name of Lessee:** \_\_\_\_\_ **d/b/a** \_\_\_\_\_

**Type of Business:** \_\_\_\_\_ **Description of Area Leased:** \_\_\_\_\_

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**Diagram of area must be provided on the back of this form.**

It is agreed in accordance with Division rule 3.6 that the lessee will not possess or sell alcoholic beverages  
and will allow inspection by the Division of Liquor Licensing & Inspection.

**Lessee-Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Licensee-Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**RULE 3.6:** Notwithstanding other provisions of law to the contrary, an applicant for off-premise retail  
sales need not disclose the identity of a sub-lessee occupying a portion of the licensed premises under the  
following circumstances:

- A. The sub-lessee is prohibited, both by Maine law and the applicant, from selling, possessing,  
transporting otherwise controlling alcoholic beverages on the licensed premises;
- B. The sub-lessee is required to allow Division inspection of it's premises at all reasonable times;
- C. The applicant discloses the existence of the sub-lease and identifies the sub-lessee, along with  
the portion of the licensed premises occupied by the sub-lessee, in its license application; and
- D. The applicant acknowledges that it is responsible for the actions of the sub-lessee, it's  
employees and agents on the licensed premises in accordance with the applicant's obligations  
pursuant to the licensing requirements of Title 28-A and this chapter; and
- E. An applicant for license may use neither the inventory nor the assets of the sub-lessee in order  
to meet the licensing requirements of this chapter.